



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

## General Position Information:

**Job Title:** Research Director

**Position Number:** 30569

**Position Grade:** SNIS Executive Tier 1

**Salary Range:** None provided (not applicable for detailees)

**Vacancy Open Period:** 10/14/2021-10/29/2021

**Position Type:** Cadre, Detailee

**Who May Apply:** Internal ODNI Candidates, Detailees

**Division:** ODNI/MI/NIMC/OCX

**Duty Location:** McLean, VA

**Security Clearance:** TS/SCI with CI Polygraph

**Travel Required:** 0-25% Travel

**Relocation Expenses:** For new ODNI employees, reimbursement for relocation is discretionary based on availability of funds.

**Job Interview Travel:** Candidates from outside the Washington, D.C., area may be selected for a telephone, teleconference, or in-person interview. If selected for an in-person interview, any travel or lodging will be at the applicant's personal expense.

## Position Information

This is an opportunity for a SNIS Executive Tier 1 cadre position in the ODNI.

- An internal candidate to fill a SNIS Professional Tier 1 cadre position.
- A Federal Government employee to serve on a two-year reimbursable detail assignment in the ODNI. The detail assignment may be extended an additional year if all parties agree.

## Who May Apply

Senior Service (SNIS, SES, SIS, DISES, DISL) and highly qualified GS-15 employees may apply.

Former members of the Peace Corps may be considered for ODNI employment only if five full years have elapsed since separation from the Peace Corps.

- For a cadre assignment:
  - Current Internal ODNI cadre.
- For a detailee assignment:
  - Current Federal Government employees.



## **Salary Determination**

- The ODNI uses a rank-in-person system in which rank is attached to the individual. A selected ODNI candidate or other Federal Government candidate will be assigned to the position at the employee's current grade and salary.
- A current Federal Government employee, selected for a detail, will be assigned to the position at his or her current grade and salary.

## **Component Mission:**

The Office of the Director of National Intelligence (ODNI) Deputy Director of Mission Integration (MI) serves as the Director of National Intelligence's (DNI) senior leader for intelligence integration across the IC enterprise. MI is responsible for ensuring customer outcomes by leading advances in collection and analysis that ensure the quality, timeliness, and utility of insights for the nation's decision-makers. Additionally, MI is responsible for increasing expertise and improving tradecraft at all levels through specialization, integration, and collaboration. MI is responsible for the strategic vision, direction, and planning to deliver a more integrated IC reflecting the collective wisdom of our collection and analytic components to advance, in support of the National Intelligence Managers, the Unifying Intelligence Strategies (UIS).

OCX provides an experienced and integrated voice for the IC on a national security cyber priorities and represents the IC in situations that warrant a National Security Council-directed unified coordination group. OCX provides direct support to the National Security Council and other cyber decision makers, offering opportunities to gain insight into the development of cyber policy, and works across the IC and other USG agencies, providing exposure to a broad range of USG activities and perspectives. Cyber is increasingly infused in all national security topics, which makes working at OCX an excellent opportunity for analysts with a background in regional or functional national security issues to gain expertise with the cyber threat mission and customer set by helping to integrate and improve information sharing in the US cyber community.

## **Major Duties and Responsibilities (MDRs):**

To identify opportunities and lead program development that helps integrate IC capabilities in support of improving collection and building situational awareness related to strategic cyber threats to the United States.

Perform personnel management responsibilities with a focus on building a high performance workforce; promote team building and a collaborative work environment; ensure goals and performance objectives are understood; assess performance and provide timely feedback, recognition, and remediation.

Provide leadership, guidance, and oversight of staff in order to elicit, analyze, and define customer/stakeholder requirements, support development of investment plans, and ensure development of business cases spanning multiple Intelligence Community organizations in order to meet stakeholder requirements.

Lead a professional staff in successfully defining and managing complex programs and projects that may include ill-defined requirements, ambiguity, parallel tasks, multiple dependencies, high risks, and multiple interfaces; ensure timelines, costs, deliverables, and outcomes are achieved according to approved plans.



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## Mandatory and Educational Requirements:

Demonstrated expertise with the IC collection process and/or data processing.

In-depth knowledge of the ODNI's mission as well as the IC's collection authorities and policies.

Excellent interpersonal, organizational, and management skills to conceptualize and effectively lead complex analytic projects.

Proven critical thinking skills and demonstrated ability to think creatively to solve complex issues relevant to the IC.

Demonstrated ability to integrate and synthesize multiple sources of information and comments into concise analytic or oral statements, as evidenced by a demonstrated ability to engage and advise senior government officials.

Excellent communication skills, including ability to exert influence with senior leadership and communicate effectively with people at all staff levels, both internal and external to the organization.

## Desired Requirements:

Demonstrated knowledge of both IC and DoD cyber communities

Exposure to CIO programs and policies.

Understanding of the cyber threat challenges posed by strategic adversaries.

Demonstrated capability to direct interagency, interdisciplinary IC teams against a range of functional and/or regional analytical issues.

Expert leadership and managerial capabilities, including the ability to effectively direct taskings, assess and manage performance, and support personal and professional development of all levels of personnel.

## Key Requirements and How to Apply:

### Internal ODNI Cadre Candidates:

A complete application package must include:

- a. **RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
- b. **PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required in the cover letter if the applicant is unable to provide the two most recent evaluations.
- c. **COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

**WHERE TO SUBMIT:** *Internal ODNI Cadre Candidates must submit an application through the classified [JobsDNI website](#).* For current employees who do not currently have access to internal systems, applications should be sent to either dni\_coo\_hrm\_semo\_wma@cia.ic.gov (classified email system) or DNI\_CMO\_HC\_SEMO@dni.gov (unclassified



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email system). Applicants experiencing technical issues should contact the HR POC for guidance. Applicants submitting via JWICS are requested to submit their materials to both HOYLEGR@dni.ic.gov (*Greta H.*) and howarad@dni.ic.gov (*Andrea H.*) in lieu of the group address above.

## **Current Federal Employees Applying for a Detail Assignment:**

Applicants from federal agencies within the Intelligence Community (IC) may be considered for this position as a reimbursable detailee, if endorsed by the employing agency. Applicants must have current TS/SCI clearances with polygraph or have the ability to obtain one. The ODNI does not conduct polygraphs or provide security clearances for detailees. Applicants from within the IC must submit an application through the classified IC Joint Duty Program website.

## **All Applicants:**

**APPLICATION PACKAGES MUST CONTAIN ALL ITEMS LISTED ABOVE. AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR CONSIDERATION.**

Your application **MUST** be received by midnight on the closing date of this announcement. Applications received after the closing date will **NOT** be eligible for consideration.

All attachments should be in Microsoft Word or Adobe PDF format.

Applications submitted through the classified email system should **NOT** contain classified information above the TS//SI//TK//NOFORN level.

To verify receipt of your application package **ONLY**, you may call 703-275-3300.

## **What to Expect Next**

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received, applicants will be contacted **ONLY** if they have been selected for an interview.

## **Agency Contact Information**

ODNI Recruitment; Phone: 703-275-3300; Email: DNI\_CMO\_HC\_SEMO@dni.gov

The ODNI is an equal opportunity employer and abides by applicable employment laws and regulations.

**REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES:** The ODNI provides reasonable accommodations to otherwise qualified applicants with disabilities. IF YOU NEED A REASONABLE ACCOMMODATION for any part of the application and hiring process, please notify the Intelligence Community Equal Employment Opportunity and Diversity Office Representative by classified email at DNI\_Reasonable\_Accommodation\_WMA@cia.ic.gov and DNI\_Diversity\_WMA@cia.ic.gov, by unclassified email at DNI\_DRA@dni.gov, by telephone at 703-275-3900 or by FAX at 703-275-1217. Your request for reasonable accommodation will be addressed on a case-by-case basis. **PLEASE DO NOT SUBMIT YOUR APPLICATION TO THE EEOD EMAIL ADDRESS. THIS EMAIL IS FOR REASONABLE ACCOMMODATION REQUESTS ONLY. PLEASE SUBMIT YOUR APPLICATION VIA THE EMAIL ADDRESS PROVIDED IN THE 'HOW TO APPLY' SECTION ABOVE.**



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